

c. *Other.*

(1) Have had five years of teaching experience, three years of which must have been at the early childhood through grade six level.

(2) Graduates from institutions in other states who are seeking initial Iowa licensure and the elementary principal's endorsement must meet the requirements for the educational license in addition to the experience requirements.

**14.23(2) Secondary principal.**

a. *Authorization.* The holder of this endorsement is authorized to serve as a principal in grades seven through twelve.

b. *Program requirements.*

(1) Degree — master's.

(2) Content: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements. This sequence is to be at least 27 semester hours to include the following:

1. Secondary level administration and supervision.
2. Early adolescent level administration and supervision.
3. Secondary curriculum: Knowledge and skill related to secondary level curriculum development.
4. Knowledge of early adolescent curriculum development.
5. Knowledge of school—community relationships.
6. Early adolescent developmental studies or early adolescent psychology.
7. School law.
8. Social, philosophical, or psychological foundations.
9. Planned field experience in secondary school administration.
10. Evaluator approval component.

c. *Other.*

(1) Have had five years of teaching experience, three years of which must have been at the secondary level (7-12).

(2) Graduates from institutions in other states who are seeking initial Iowa licensure and the secondary principal's endorsement must meet the requirements for the educational license in addition to the experience requirements.

**14.23(3) Superintendent.**

a. *Authorization.* The holder of this endorsement is authorized to serve as a superintendent from the prekindergarten level through grade twelve.

NOTE: This authorization does not permit general teaching, school service, or administration at any level except that level or area for which the holder is eligible or holds the specific endorsement(s).

b. *Program requirements.*

(1) Degree—specialist—(or its equivalent: A master's degree plus at least 30 semester hours of planned graduate study in administration beyond the master's degree).

(2) Content: Completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements. This sequence is to be at least 45 semester hours to include the following:

1. General elementary level administration.
2. General early adolescent level administration.
3. General secondary level administration.
4. Elementary, early adolescent, and secondary school supervision.
5. Curriculum development.
6. School law.
7. School finance.
8. School plant/facility planning.
9. School personnel/negotiations.

10. Knowledge of school-community relationships/public relations.
11. Administrative theory/principles of educational administration.
12. Social, philosophical, or psychological foundations.
13. Planned field experience in school administration.
14. Evaluator approval component.

*c. Other.*

(1) Have had three years' experience as a building principal or other Pk-12 districtwide or area education agency administrative experience.

(2) Graduates from institutions in other states who are seeking initial Iowa licensure and the superintendent's endorsement must meet the requirements for the educational license in addition to the experience requirements.

**14.23(4) AEA administrator license.** The area education agency administrator's license shall be issued to an applicant who has met the requirements in two of the four following subsections:

**Requirements:**

*a.* Five years' experience in higher education administration at a two- or four-year college or university which is accredited by the North Central Association of Colleges and Secondary Schools accrediting agency or which has been certified by the North Central Association of Colleges and Secondary Schools accrediting agency as a candidate for accreditation by that agency or as a school giving satisfactory assurance that it has the potential for accreditation and is making progress which, if continued, will result in its achieving accreditation by that agency within a reasonable time; or an earned doctorate in higher education administration.

*b.* Five years' experience in special education, media services, or educational services administration; or an earned doctorate in special education, media services, or educational services or any subspecialty of these services.

*c.* Five years' experience in primary or secondary school education; or an earned doctorate in educational administration for the primary or secondary level; and five years' teaching experience at any educational level.

*d.* Five years' experience in business or other nonacademic career pursuit; or an earned doctorate in public administration or business administration.

*e.* Evaluator approval component.

A person shall not be issued a temporary or emergency license for more than one year; and an education agency shall not employ unlicensed administrators, or employ temporary or emergency licensed administrators for more than two consecutive years.

**282—14.24(272) Two-year exchange license.** A two-year nonrenewable exchange license may be issued to an individual under the following conditions:

1. Has completed a state-approved teacher education program in a college or university approved by the state board of education or the state board of educational examiners in the home state.
2. Holds a valid regular certificate or license in the state in which the preparation was completed.
3. Is not subject to any pending disciplinary proceedings in any state.

Each applicant for the exchange license shall comply with all requirements with regard to application processes and payments of licensure fees.

Each exchange license shall be limited to the area(s) and level(s) of instruction as determined by an analysis of the application, the transcripts and the license or certificate held in the state in which the basic preparation for licensure was completed.

Each individual receiving the two-year exchange license will have to complete any identified licensure deficiencies in order to be eligible for an initial regular license in Iowa.

**282—14.25(272) Two-year administrator exchange license.**

**14.25(1)** A two-year nonrenewable exchange license may be issued to an individual under the following conditions. The individual:

- a.* Has completed a state-approved teacher education program in a college or university approved by the state board of education or the state board of educational examiners in the individual's home state.
- b.* Has completed a state-approved administrator education program in a college or university approved by the state board of education or the state board of educational examiners in the individual's home state.
- c.* Holds a valid regular administrative certificate or license.
- d.* Is not subject to any pending disciplinary proceedings in any state.
- e.* Meets the experience requirements for the administrative endorsements. Verified successful completion of five years of full-time teaching and administrative experience in other states, on a valid license, shall be considered equivalent experience necessary for the principal endorsement. Verified successful completion of eight years of full-time teaching and administrative experience in other states, on a valid license, shall be considered equivalent experience for the superintendent endorsement provided that three years were as a building principal or other PK-12 districtwide or area education agency administrator.

**14.25(2)** Each exchange license shall be limited to the area(s) and level(s) of administration as determined by an analysis of the application, the transcripts, and the license or certificate held in the state in which the basic preparation for the administrative licensure was completed.

**14.25(3)** Each individual receiving the two-year exchange license will have to complete any identified licensure deficiencies in order to be eligible for a regular educational and administrative license in Iowa.

**282—14.26(272) Two-year nonrenewable school counseling exchange license.**

**14.26(1)** A two-year nonrenewable school counseling exchange license may be issued to an individual, provided that the individual:

- a.* Has completed a regionally accredited master's degree program in school guidance counseling.
- b.* Holds a valid school counseling certificate or license issued by an examining board which issues certificates or licenses based on requirements which are substantially equivalent to those of the board of educational examiners.
- c.* Meets the qualifications in Iowa Code section 272.6.
- d.* Is not subject to any pending disciplinary proceeding in any state.

**14.26(2)** Each exchange license shall be limited to the area(s) and level(s) of counseling as determined by an analysis of the application, the transcripts, and the license or certificate held in the state in which the basic preparation for the school counseling license was completed.

**14.26(3)** Each applicant for the exchange license shall comply with all requirements with regard to application processes and payment of licensure fees.

**14.26(4)** Each individual receiving the two-year exchange license will have to complete any identified licensure deficiencies in order to be eligible for a regular educational license in Iowa.

**14.26(5)** Individuals licensed under this provision are subject to the administrative rules of the board.

**282—14.27(272) Human relations requirements for practitioner licensure.** Preparation in human relations shall be included in programs leading to practitioner licensure. Human relations study shall include interpersonal and intergroup relations and shall contribute to the development of sensitivity to and understanding of the values, beliefs, lifestyles and attitudes of individuals and the diverse groups found in a pluralistic society.

**14.27(1)** Beginning on or after August 31, 1980, each applicant for an initial practitioner's license shall have completed the human relations requirement.

**14.27(2)** On or after August 31, 1980, each applicant for the renewal of a practitioner's license shall have completed an approved human relations requirement.

**14.27(3)** Credit for the human relations requirement shall be given to licensed practitioners who can give evidence that they have completed a human relations program which meets board of educational examiners criteria (see 14.30(272)).

**282—14.28(272) Development of human relations components.** Human relations components shall be developed by teacher preparation institutions. In-service human relations components may also be developed by educational agencies other than teacher preparation institutions, as approved by the board of educational examiners.

**282—14.29(272) Advisory committee.** Education agencies developing human relations components shall give evidence that in the development of their programs they were assisted by an advisory committee. The advisory committee shall consist of equal representation of various minority and majority groups.

**282—14.30(272) Standards for approved components.** Human relations components will be approved by the board of educational examiners upon submission of evidence that they are designed to develop the ability of participants to:

**14.30(1)** Be aware of and understand the various values, lifestyles, history, and contributions of various identifiable subgroups in our society.

**14.30(2)** Recognize and deal with dehumanizing biases such as sexism, racism, prejudice, and discrimination, and become aware of the impact that such biases have on interpersonal relations.

**14.30(3)** Translate knowledge of human relations into attitudes, skills, and techniques which will result in favorable learning experiences for students.

**14.30(4)** Recognize the ways in which dehumanizing biases may be reflected in instructional materials.

**14.30(5)** Respect human diversity and the rights of each individual.

**14.30(6)** Relate effectively to other individuals and various subgroups other than one's own.

**282—14.31(272) Evaluation.** Educational agencies providing the human relations components shall indicate the means to be utilized for evaluation.

**282—14.32(272) Licensure and authorization fee.**

**14.32(1)** *Issuance and renewal of licenses, authorizations, and statements of professional recognition.* The fee for the issuance of each initial practitioner's license, the evaluator license, the statement of professional recognition, and the coaching authorization and the renewal of each license, evaluator approval license, statement of professional recognition, and coaching authorization shall be \$50.

**14.32(2)** *Adding endorsements.* The fee for the addition of each endorsement to a license, following the issuance of the initial license and endorsement(s), shall be \$25.

**14.32(3)** *Duplicate licenses, authorizations, and statements of professional recognition.* The fee for the issuance of a duplicate practitioner's license, evaluator license or coaching authorization shall be \$10.

**14.32(4)** *Evaluation fee.* Each application from an out-of-state institution for initial licensure shall include, in addition to the basic fee for the issuance of a license, a one-time nonrefundable \$50 evaluation fee.

Each application or request for a statement of professional recognition shall include a one-time nonrefundable \$50 evaluation fee.

**14.32(5)** *One-year emergency license.* The fee for the issuance of a one-year emergency license based on an expired conditional license or an expired administrative decision license shall be \$100.

**14.32(6)** *Late renewal fee.* Effective September 1, 2000, an additional fee of \$25 per calendar month, not to exceed \$100, shall be imposed if a renewal application is submitted after the date of expiration of a practitioner's license. The board may waive a late renewal fee upon application for waiver of the fee by a practitioner. Waiver of the late fee will be granted only upon a showing of extraordinary circumstances rendering imposition of the fee unreasonable.

**282—14.33(272) Requirements for an alternative preparation license.**

**14.33(1)** Following are the requirements for the issuance of a teaching license based on an alternative preparation program for persons prepared in Iowa.

*a.* Baccalaureate degree with a cumulative grade point average of 2.5 or better from a regionally accredited institution. This degree must have been conferred at least three years prior to application to an alternative preparation program.

*b.* Completion of an alternative preparation program approved by the state board of education.

*c.* Completion of an approved human relations component.

*d.* Completion of the exceptional learner program, which must include preparation that contributes to the education of individuals with disabilities and the gifted and talented.

*e.* Professional education core. Completed coursework or evidence of competency in:

(1) Student learning. The practitioner understands how students learn and develop and provides learning opportunities that support intellectual, career, social, and personal development.

(2) Diverse learners. The practitioner understands how students differ in their approaches to learning and creates instructional opportunities that are equitable and are adaptable to diverse learners.

(3) Instructional planning. The practitioner plans instruction based upon knowledge of subject matter, students, the community, curriculum goals, and state curriculum models.

(4) Instructional strategies. The practitioner understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.

(5) Learning environment/classroom management. The practitioner uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.

(6) Communication. The practitioner uses knowledge of effective verbal, nonverbal, and media communication techniques, and other forms of symbolic representation, to foster active inquiry and collaboration and to support interaction in the classroom.

(7) Assessment. The practitioner understands and uses formal and informal assessment strategies to evaluate the continuous intellectual, social, and physical development of the learner.

(8) Foundations, reflection, and professional development. The practitioner continually evaluates the effects of the practitioner's choices and actions on students, parents, and other professionals in the learning community and actively seeks out opportunities to grow professionally.

(9) Collaboration, ethics, and relationships. The practitioner fosters relationships with parents, school colleagues, and organizations in the larger community to support students' learning and development.

*f.* Computer technology related to instruction.

*g.* Completion of pre-student teaching field-based experiences.

*h.* Methods of teaching with an emphasis on the subject and grade level endorsement desired.

*i.* Content/subject matter specialization. The practitioner understands the central concepts, tools of inquiry, and structure of the discipline(s) the practitioner teaches and creates learning experiences that make these aspects of subject matter meaningful for students.

This is evidenced by completion of a 30-semester-hour teaching major which must minimally include the requirements for at least one of the basic endorsement areas or special education teaching endorsements listed in 282—14.20(272) or 282—15.2(272).

*j.* A minimum of 12 weeks of student teaching in the subject area and at the grade level in which the endorsement is desired.

**14.33(2)** Following are the basic requirements for the issuance of a teaching license based on an alternative preparation program with an endorsement for persons prepared in states other than Iowa.

*a.* Hold a baccalaureate degree from a regionally accredited institution.

*b.* Provide a valid out-of-state teaching license based on a state-approved alternative preparation program.

c. Provide a recommendation from a regionally accredited institution, Department of Education, or a state's standards board indicating the completion of an approved alternative teacher preparation program.

d. Provide official institutional transcript(s) to be analyzed for the coursework necessary for full Iowa licensure based on 14.33(1) "c" to "i" above.

e. Verify three years of teaching experience which will waive the student teaching requirement.

The alternative preparation license is valid for two years and may be renewed under certain prescribed conditions for a provisional license listed in 282—17.8(272).

**282—14.34(272) NCATE accredited programs.** The requirements of the professional education core at 282—subrule 14.19(3), notwithstanding, an applicant from an out-of-state institution who has completed a program accredited by the National Council for the Accreditation of Teacher Education on and after October 1, 1988, shall be recognized as having completed the professional education core set out in 14.19(3), with the exception of paragraphs "h" and "n."

These rules are intended to implement Iowa Code chapter 272.

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∅Two ARCs

\*Effective date delayed 70 days by the Administrative Rules Review Committee at its meeting held September 9, 1992; delay lifted by the Committee October 14, 1992, effective October 15, 1992.

CHAPTER 14  
ISSUANCE OF PRACTITIONERS' LICENSES  
(Effective August 31, 2001)

**282—14.1(272) Applicants desiring Iowa licensure.** Licenses are issued upon application filed on a form provided by the board of educational examiners.

**282—14.2(272) Applicants from recognized Iowa institutions.** An applicant for initial licensure who completes the teacher, administrator, or school service personnel preparation program from a recognized Iowa institution shall have the recommendation for the specific license and endorsement(s) or the specific endorsement(s) from the designated recommending official at the recognized education institution where the preparation was completed. A recognized Iowa institution is one which has its program of preparation approved by the state board of education according to standards established by said board, or an alternative program recognized by the state board of educational examiners.

**282—14.3(272) Applicants from recognized non-Iowa institutions.** An applicant for initial licensure who completes the teacher, administrator, or school service personnel preparation program from a recognized non-Iowa institution shall have the recommendation for the specific license and endorsement(s) or the specific endorsement(s) from the designated recommending official at the recognized institution where the preparation was completed, provided all requirements for Iowa licensure have been met.

Applicants who hold a valid license from another state and whose preparation was completed through a nontraditional program, through an accumulation of credits from several institutions, shall file all transcripts with the practitioner preparation and licensure bureau for a determination of eligibility for licensure.

A recognized non-Iowa institution is one which is accredited by the regional accrediting agency for the territory in which the institution is located.

**282—14.4(272) Applicants from foreign institutions.** An applicant for initial licensure whose preparation was completed in a foreign institution will be required to have all records translated into English and then file these records with the board of educational examiners for a determination of eligibility for licensure.

**282—14.5(272) Issue date on original license.** A license is valid only from and after the date of issuance.

**282—14.6(272) Adding endorsements to licenses.** After the issuance of a teaching, administrative, or school service personnel license, an individual may add other endorsements to that license upon proper application, provided current requirements for that endorsement have been met. An updated license with expiration date unchanged from the original or renewed license will be prepared.

**14.6(1)** To add an endorsement, the applicant shall comply with one of the following options:

Option 1. Identify with a recognized Iowa teacher preparing institution, meet that institution's current requirements for the endorsement desired, and receive that institution's recommendation.

Option 2. Identify with a recognized Iowa teacher education institution and receive a statement that the applicant has completed the equivalent of the institution's approved program for the endorsement sought.